

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		Page 1 of 5	
2. AMENDMENT/MODIFICATION NO. 0001		3. EFFECTIVE DATE 11/17/2004		4. REQUISITION/PURCHASE REQ. NO. HOSC000354		5. PROJECT NO. <i>(If applicable)</i>	
6. ISSUED BY AO801 Office of Procurement 359 Ford HOB Washington, DC 20515		CODE AO801		7. ADMINISTERED BY <i>(If other than Item 6)</i>		CODE	
8. NAME AND ADDRESS OF CONTRACTOR <i>(No., street, county, State and Zip Code)</i>				(X)		9A. AMENDMENT OF SOLICITATION NO. OPR04000950	
				(X)		9B. DATED <i>(SEE ITEM 11)</i> 10/13/2004	
						10A. MODIFICATION OF CONTRACT/ORDER NO.	
						10B. DATED <i>(SEE ITEM 13)</i>	
CODE		FACILITY CODE					

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☒ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS.

IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14.
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER <i>(Specify type of modification and authority)</i>

E. IMPORTANT: Contractor ☐ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION *(Organized by UCF section headings, including solicitation/contract subject matter where feasible.)*

The purpose of this admendment is to extend the solicitation due date and provide responses to questions received from vendors.

a. Change solicitation due date to November 30, 2004.

b. Response to vendor questions, please refer to the attached document.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER <i>(Type or print)</i>		16A. NAME AND TITLE OF CONTRACTING OFFICER <i>(Type or print)</i> Edwin Davis	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. U.S. HOUSE OF REPRESENTATIVES BY _____	16C. DATE SIGNED
<i>(Signature of person authorized to sign)</i>		<i>(Signature of Contracting Officer)</i>	

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SECTION A -- SOLICITATION/CONTRACT FORM

A.1 SUMMARY OF CHANGES

Clause ‘HC.12.003 - Submissions’ has been edited.

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SECTION L -- INSTRUCTIONS, CONDITIONS AND NOTICES TO BIDDERS

L.1 HC.12.003 SUBMISSIONS

MARCH 2004

The offeror shall provide one electronic version in MS Word format or PDF to (edwin.davis@mail.house.gov) or one fax version (202) 226-2214 of their proposal in response to this RFP by November 30, 2004 at 2:00 PM.

The following schedule applies to submission of quotes for this requirement:

Site Vist will start at 10:30 on October 25, 2004. All interested parties are asked to submitted a listed of attendees no later than 12:00 PM on October 21, 2004.

Final Date for Submission of Questions*	October 29, 2004
Request for Proposal (RFP) Submission	November 30, 2004

* All questions must be submitted in writing to the individual listed in block 3 on Page 1 of this RFP, either by Fax or e-mail, by 5:00 PM.

Facilities:

1. Please define "Best in Class" Gift shop and how that coincides with the 3 tiered financial approach. Is it "good, better, best"? Does the 3 tiers relate only to changes in design and materials of fixtures and props or to the entire overall store design.

Response: The Gift Shop should be recognized by customers as being one of the best layout/designs of Gift Shop type retail establishments. Best in Class would be most aesthetically pleasing to the customer and would also be effective in providing customer service resulting in high customer satisfaction. The 3 tiered approach is for budget purposes. Before going forward with the purchase of materials/fixtures the House would need to review the proposed design options.

2. Will we be provided with a 3 tiered dollar per square foot budget to guide our three recommendations or are you looking for us to provide 3 different designs and the approximate cost per square foot for each one.

Response: We are looking for you to provide 3 different designs and the approximate cost per square foot for each one.

3. The RFP references renovations to the interiors with no mention of the changes to the physical shape of the overall plan, front entrance, signage or display windows. Will there be any architectural changes to the physical shape of the space? Is the expectation that the proposed renovations include interior and exterior?

Response: Yes, recommendations for these types of changes should be included. Because of the way the House approves and funds major renovations these types of changes would not be a part of the project but would be used as a basis for future improvements.

4. What is the submittal and review process for the project team? Is the AOC part of the review panel? How much time will be needed for the project team to review and provide comments back?

Response: The staff of OSS and key CAO personnel will review the proposals. The AOC will not be a part of the review panel but would be consulted on any proposed structural changes. 2 week review period would be needed.

5. Can we propose a revised Deliverables and Milestones schedule, staying within the 6 month DOA end date?

Response: Yes.

6. It appears the design effort is to establish 3 levels of renovations, at the conceptual design level. To us this means a design effort only. The design effort conveys the concept for the theme of the space. What we anticipate we would provide based on the RFP is:

1. Concept floor plans for each tiered level.
2. Concept interior elevations (perspective sketch) for each tier level.
3. Concept reflected ceiling plan (likely the same for each level)
4. Concept floor fixture and wall bay design for each tier level.
5. Concept lighting plan (same for each tier)
6. Material color and finish boards.
7. Visual display recommendations for props, trim, widows, display cases and seasonal decor.

Response: Correct, with estimated cost for each design.

7. Please confirm that we are not providing permit and construction level documents. We will provide details on style, dimensions, retail hardware requirements and finishes.

Response: Correct